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AUDITOR-CONTROLLER

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DEPARTMENT OF AUDITOR-CONTROLLER**

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June 20, 2006

TO: Mayor Michael D. Antonovich  
Supervisor Gloria Molina  
Supervisor Yvonne B. Burke  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe

FROM: J. Tyler McCauley *tm*  
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – GARCES  
RESIDENTIAL CARE SERVICES, BRIGHT HORIZONS GROUP HOME**

We have completed a review of Bright Horizons Group Home (Group Home or Agency) operated by Garces Residential Care Services. The Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Bright Horizons Group Home is a 6-bed facility, which provides care for children ages 14-18 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Bright Horizons Group Home was providing services for six Los Angeles County DCFS children.

Bright Horizons Group Home is located in the Fifth District.

**Scope of Review**

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues, and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection, and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

*"To Enrich Lives Through Effective and Caring Service"*

### **Summary of Findings**

Generally, the Agency is providing the services as outlined in their Program Statement. The Agency needs to address several deficient areas.

Bright Horizons Group Home needs to repair or replace the broken tiles in the dining room; repair or replace torn sofa cushions in the den; repair or replace the drawers in the bathroom; provide sufficient books and reading materials; develop comprehensive Needs and Services Plans that include short and long- term goals; include the treatment team and the child in the development and implementation of the Needs and Services Plans; and encourage and assist children in creating and maintaining photo albums/life books.

Attached is a detailed report of the review.

### **Review of Report**

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:asl

[http://auditor.co.la.ca.us/group\\_home.asp](http://auditor.co.la.ca.us/group_home.asp)

### **Attachments**

c: David E. Janssen, Chief Administrative Officer  
David Sanders, Ph.D., Director, DCFS  
Robert B. Taylor, Chief Probation Officer  
Carlos Garces, Executive Director, Garces Residential Group Home  
Public Information Office  
Audit Committee

**Garces Residential Care Services  
Bright Horizons Group Home  
2243 North Mountain Avenue  
Claremont, California 91711  
Phone: (909) 646-9609  
License Number: 197803661  
Rate Classification Level: 12**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Bright Horizons Group Home is located in a residential community. The exterior of the Group Home is well maintained. The front and back yards are clean, and adequately landscaped.

Overall, the interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, there are broken tiles in the dining room, the cushions on the den sofas are torn, and the bathroom cabinet drawers are broken.

Children's bedrooms are well maintained. The rooms are clean and orderly, and have age-appropriate personalized decorations. There is adequate furniture, lighting, and storage space. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, a TV, and a DVD player. Some resource materials, including a computer with a variety of programs, are also available. However, there is an insufficient quantity of books and reading materials.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Garces Residential Care Services management:**

- a. Repair or replace the broken tiles in the dining room.**
- b. Repair or replace the torn sofa cushions in the den.**
- c. Repair or replace the bathroom drawers.**

- d. Maintain a sufficient quantity of books and reading materials for the children's use.**

## **II. Program Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

#### **Comments:**

Children meet the Group Home's population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The Needs and Services Plans (NSPs) are current; however, they are not comprehensive, and do not include measurable and achievable short and long term goals. The NSPs are not developed by the treatment team, and do not include input from the child.

Case files reflect adequate documentation to show that children are receiving treatment services.

### **Recommendations**

#### **2. Garces Residential Care Services management:**

- a. Develop comprehensive Needs and Services Plans that are specific, attainable, realistic, time limited, and include short and long term goals.**
- b. Include the treatment team and input from the child in the development and implementation of the Needs and Services Plans.**

## **III. Educational and Emancipation Services**

### **Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

#### **Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home's program includes the development of children's daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

**Recommendations**

**There are no recommendations for this section.**

**IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Two**

**Comments:**

The Group Home provides children with sufficient recreational activities, and leisure time. Children are provided with opportunities to participate in planning activities.

Children participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

**Recommendations**

**There are no recommendations for this section.**

**V. Psychotropic Medication**

**Method of assessment – Review of relevant documents**

**Comments:**

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication, and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

**Recommendations**

**There are no recommendations for this section.**

## **VI. Personal Rights**

### **Method of assessment –Interviews with children**

#### **Sample size for interviews: Two**

#### **Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are able to make and receive personal telephone calls, send and receive unopened mail, and have private visitors. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

#### **Recommendations**

**There are no recommendations for this section.**

## **VII. Clothing and Allowance**

### **Method of assessment – Review of relevant documents and interviews**

#### **Sample size for interviews: Two**

#### **Comments:**

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are provided with opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum weekly allowance. Children spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

Children are not encouraged or assisted in creating and maintaining photo albums/life books.

**Recommendation**

- 3. Garces Residential Care Services management encourage and assist children in creating and maintaining photo albums/life books.**

## **Bright Horizons Group Home Program Services/Needs and Service Plan**

### **Plan**

1. Upon Placement of children a thirty day meeting will be conducted to determine the needs and services plan for all children
2. The treatment team consisting of the therapist, administrator, CSW, psychologist if possible, and child will be present to establish a written and comprehensive plan.
3. The NSP will be updated every 90 days or as needed thereafter. Upon the six month NSP a school representative will become part of the treatment team.
4. All objectives will be measurable, specific to the child's needs, attainable, and realistic.
5. Goals and objectives will be written in short and long term goals.
6. It will be the responsibility of the therapist to develop measurable plans and the responsibility of the program Director to ensure the implementation of the plan.



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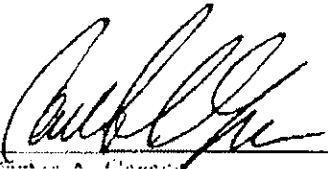
Charles E. Garrison  
Executive Director



## **Bright Horizons Group Home Special Services**

### **Plan**

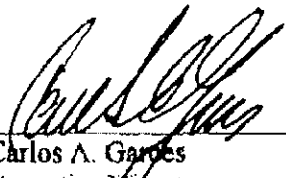
1. Child photo life will be updated every 6 months to ensure the quality of life and services.
2. A staff person will be appointed to developed life books and maintain them along side their case file.
3. All life book photo albums will be transferred with the child to new placements or when united with family.
4. Photo will be sent to the child's CSW every six months.

  
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Carlos A. Gonzalez  
Executive Director

## **Bright Horizons Group Home Management 1**

### **Plan**

1. Facility maintenance review will be conducted every thirty days to ensure the facility is in good working order
2. All repairs that need to be addressed immediately will be the responsibility of the program director to resolve
3. Long term repairs and upgrades will be approved by the GRCS Board of Directors upon financial resource availability.

  
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Carlos A. Garces  
Executive Director